



## COMMONWEALTH of VIRGINIA

### DEPARTMENT OF MEDICAL ASSISTANCE SERVICES

600 East Broad Street, Suite 1300

Richmond, VA 23219

November 10, 2008

#### ADDENDUM No. 10 TO VENDORS:

Reference Request for Proposal: RFP 2008-02

Dated: August 13, 2008

Due: November 21, 2008

Below are updates that may delete, add, modify or clarify certain aspects of the aforementioned RFP. Please incorporate as necessary.

Page iv, Table of Contents, Section 7, Appendix A:

ADD – Insert additional required form, Appendix A.III, Offeror Certification.

Page 2-7 §2.1.14 Evaluation Factors, Table 2.1.14: Must Have Factors:

ADD – New factor (8) added to table, (see below):

#	Must Have (M) Factors
1.	(M) Proposal must be received by the due date. No late proposals will be accepted for review.
2.	(M) If awarded a contract pursuant to this RFP, Offeror agrees to be bound by all the laws of the Commonwealth of Virginia and all Federal laws and regulations pertaining to this transaction.
3.	(M) Offeror must provide a response to Section 2 and a separate response and proposal for each procurement identified. For example, if an Offeror wants to be considered for all three (3) contract service areas, the Offeror must submit three (3) separate proposal responses.
4.	(M) If the Offeror is submitting a proposal for Fiscal Agent Services, the procurement must be for a takeover of DMAS' existing MMIS, a new system will not be considered.
5.	(M) Offeror must submit <del>its</del> <b>the proposed</b> one-time Takeover cost separate from the <del>cost proposal for each procurement section-</del> <b>proposed Operations cost in the Total Price Schedule.</b> The Commonwealth of Virginia reserves the right to negotiate the Takeover fee.
<del>6.</del>	<del>(M) Offeror must submit a signed copy of the Appendix A.II Service Level Methodology.</del>
<del>7.</del> <b>6.</b>	(M) Offeror must submit a Takeover approach plan at time of proposal. The plan requirements are identified in Appendix E.I, Appendix F.I, and Appendix G.I in the Takeover section. A separate Takeover approach plan for each procurement identified is required. For example, if an Offeror wants to be considered for all three (3) contract service areas, the Offeror must submit three (3) separate Takeover responses.
<del>8.</del> <b>7.</b>	(M) Representative(s) of Offeror must have attended the mandatory pre-proposal conference.
<b>8.</b>	<b>(M) Offeror must submit a signed copy of Appendix A.III, Offeror Certification.</b>

**Page 2-11 §2.2 Proposal Format, Table 2.2: Proposal Format, Contracts:**

**ADD – Appendix A.III, Offeror Certification shall be included within the Contracts section, CD ROM No. 3 (see below):**

3.	Contracts	Any comments, in the form of redline markup, regarding DMAS' proposed contractual terms and conditions pursuant to Section 2.4, and the completed table from Section 2.4, Table 2.4 Supplier Declaration. <b>Appendix A.III, Offeror Certification, shall also be included in this section.</b>
----	-----------	---

**Appendix A.III: Offeror Certification, Page A.III – 1:**

**ADD – Additional required form added as Appendix A.III (See Attachment 1).**

Note: A signed acknowledgment of this addendum must be received by this office either prior to the due date and hour required or attached to your proposal response. Signature on this addendum does not substitute for your signature on the original proposal document. The original proposal document must be signed.

Sincerely,

*Christopher M. Banaszak*

DMAS Contract Manager

Name of Firm: \_\_\_\_\_

Signature and Title: \_\_\_\_\_

**Date:** \_\_\_\_\_

**Attachment 1**  
**RFP 2008-02, Addendum 10**

**Virginia RFP 2008-02**

**11/10/2008**

---

**Appendix A.III: Offeror Certification**

    (Offeror Name)     certifies: (1) that it has not offered to any Commonwealth employee or contractor who had official responsibility for or otherwise played a role in this procurement, RFP 2008-02, or who played a role in the procurement on behalf of DMAS, money or other thing of value for or in consideration of the use of the employee or contractor's public position to obtain the contract that will result from this procurement; (2) that it did not receive any information concerning this procurement that is not available to the other Offerors or to the general public from any Commonwealth employee or contractor who had official responsibility for this procurement or who played a role in the procurement on behalf of DMAS; and (3) that it has complied with the Virginia Public Procurement Act, Code of Virginia § 2.2-4300 *et. seq.*

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Organization: \_\_\_\_\_

Date: \_\_\_\_\_